



Meeting Time & Place: Tuesday, January 8, 2013, 8:30 a.m., Big Sky Bistro, Polson.

In Attendance: Jessie Going from Lake County; Whitney Cantlon from Country Pasta; Todd Erickson, Debbie Krantz, and Blakely Phillips from Lake County Job Service; Dawn Robinson from Lake County OPA; Jessie Miller from First Citizen Bank; Debbie Vassar from Bishop Insurance; Ken Avison from The Cove Deli; and Kelley Druyvestein, invited as a guest.

Treasurer's Report: Jessie reported that our current balance is \$7,378.13 with one check outstanding - \$180 for Todd's SHRM Membership. That will bring our balance to \$7,198.13.

Old Business:

Review/Approve Minutes: Ken moved to approve the minutes as written, Whitney seconded the motion. The motion passed.

Soft Skills Training Update: The Job Service currently has three different soft skills presentations/trainings available. Logan and Todd presented to the JMG class at Polson High School. Their presentation consisted of soft skills awareness and customer service (Pickle Video). Debbie and Lynn have put together a presentation for a bridge program at the College. It will overview what employers are looking for in employees. Paula is a certified trainer for the Workin' It Out program. It consists of 10 interactive lessons that not only teach soft skills, but give real life examples. They have really been focusing on how they can market these trainings. They are going to present at a Chamber Brown Bag to showcase the options they have for soft skills training. They also encourage employers to visit with them one-on-one to see if there is something that would fit their specific needs. The consensus of the group was that it is very important to start this outreach at the high school level.

Free Health Care Seminar: We had previously discussed sponsoring a free health care seminar for local employers. The Chamber held something similar last month, it wasn't very well attended. The committee decided that maybe we should put this off until further down the road. Debbie K. also shared that the Montana Economic Outlook Seminar is focusing on health care this year. We will look at this again at a later date.

New Business:

SHRM Membership Reimbursement: Todd renewed his SHRM Membership (\$180). In the past, JSEC has reimbursed the cost of Todd's membership. Ken moved to reimburse Todd's membership, Jessie G. seconded the motion. There were no objections.

2013 SKC Career Fair: The Career Fair will be held on Tuesday February 19th at the Joe McDonald Health and Fitness Center. Todd received a quote from the UPS Store for a smaller book. It is about half the size of last year's book and half the cost. Debbie V. mentioned talking to employers as they register about it being unacceptable to pack up before the career fair is over. The career fair was shortened by one hour to reduce the time commitment for employers. Todd

shared that he and Lynn will go into classes at SKC prior to the career fair and present on Soft Skills and how to prepare for a career fair. Job Service staff is working on a brochure to market soft skills.

2013 ABC Clinic: This year's Assistance for Business Clinic will be held at Allentown Restaurant/Ninepipes Lodge.

JSEC Facebook Page: Debbie shared that we have the approval to start a Lake County JSEC Facebook page. Whitney has volunteered to head it up as the Page Administrator. At a previous meeting, Marilyn suggested posting real-life examples from local businesses as an opportunity to share best practices.

Employer Outreach: Todd shared that we will be having a safety presentation at our next JSEC Meeting. He also mentioned that there is a list available of the audio, video, and book materials available through the State. Jessie M. requested a copy of the list, Todd will email it to her.

Workshop Committee: Todd and Whitney are going to Kalispell tomorrow to check out a possible speaker for the Spring Workshop. Diana Damron, Professional Speaker and Trainer, is presenting "Transforming Your Business Through Civility, Communication & Character." Whitney found the resource mysafteyskills.com. They have some DVDs available about safety and workforce compliance averaging \$108 per DVD. Todd and Whitney will be looking into the resources available through their website. Whitney suggested possibly investing in one or two DVDs this year.

Scholarship Committee: Jessie G., Jessie M., and Theresa will serve on this year's Scholarship Committee. Blakely will send out the scholarship documents for Committee approval.

Partnership with SHRM: Last month, we discussed the JSEC/SHRM partnership. We would still need to make sure our meeting topics stay relevant and that we bring in something value-added whenever possible to encourage higher attendance. Nothing is finalized, but it is looking like this is something we will move forward with.

Manager's Report: Debbie reported that the number of job orders posted is seasonally down. Jessie G. has moved on to the County HR position. We miss her, but are very happy for her. We are unsure at this time if we can refill her position. Pam Bucy, formerly the Department of Labor Chief Legal Counsel, is the new Commissioner of the Dept. of Labor & Industry. Keith Kelly, the former Commissioner, has been appointed as the Assistant Secretary for VETS (Veterans Employment & Training) with the U.S. Department of Labor in Washington, DC. Steve Bullock was recently sworn in as Governor. Debbie mentioned that during the legislative session, the Job Service may need to reach out to the JSEC for information on various matters. This is completely voluntary, but helpful. Minimum wage increased to \$7.80 on January 1st. We will have the 5-in-1 posters by Thursday and will get them out as quickly as possible to local employers.

Misc.: SHRM has access to a webinar on Crucial Confrontations on Friday January 11th from 10-11:30 at the Library Conference Room. Todd Erickson will be handling that presentation.

Next Meeting: Tuesday February 5th, 8:30 a.m. at the Cove *tentative*.